Minutes for CVHRMA

## Call to Order

A board meeting of CVHRMA was held on June 2, 2016 at Center for Human Services. The meeting was called to order at 3:50pm and was presided over by Nicole Tyler, with Christina Alger as communication recorder.

## Attendees

Voting members in attendance included Nicole Tyler, Kathleen Xavier, Dawn Tacker, James Anderson, Rhonda Giovannoni, Omer Syed, Jowanda Collins, and Louis Maldonado

Members not in attendance included Tiffany Waller and Kristen Goucher. No guests in attendance

## Approval of Minutes

A motion to approve the minutes of the previous May 5, 2016 meeting was made by Dawn and seconded by Kathleen.

## Officers’ Reports

* Nicole
  + Website - Board members need to complete their profiles. Efforts to add content to the website include James adding legal updates and hot issues. James will also look at joining the SHRM advocate team. We will share website content on LinkedIn to circle people back to the website. Kathleen will audit current board emails and the possible creation of new ones for additional board members.
  + Workshop - Nicole is cleaning up the email list for speakers and sponsors and building the contact list for future use.
  + Mixer for July - An American theme was chosen as it falls close to the Fourth of July. Feedback from the last event was that the food was in better placement but we need to clear some of the furniture as it was crowded and narrow. Appetizers were not honored at happy hour prices. We may need to bring the July indoors if it is too hot. Kathleen will contact Letty for history of pricing and Dawn will reach out to Thomas if needed.
  + 20 under 40 - Discussion of nominating someone from our membership with several possibilities mentioned. Jowanda motioned to have the board think about other possibilities due by Monday. Nicole will reach out to our decided nominee.
  + SHRM Foundation - We were honored for our chapter contributions by being a “Designated Champion”. This is an important initiative that must always be part of our budget. Nicole will create a slide to present at the next couple of meetings showing members how they can apply for scholarships.
* Dawn
  + Finance - In Tiffany’s absence, Dawn presented the 2016 budget for the board to review. Several adjustments were discussed and the budget was finalized. Nicole motioned for approval and Kathleen seconded. Going forward we will have a working budget from this document.
  + Guiding Principles - There is a new team in place for the SHRM advocacy and they created the guiding principles. James will introduce this to the membership at the next luncheon.
  + Name badges - Dawn will have them at the next luncheon. If members keep them, they are responsible for them.
  + Double Tree - Issues will rooms were due to verbal agreements and were not incorporated into our contract. Dawn is working on the 2017 contract and will share with board members once finalized. All issues will be addressed going forward. Dawn also confirmed rooms for the rest of 2016. The Double Tree is sending over new menus for us to review. Dawn has a conference call on the 7th to discuss food with Amber as well as other issues.
  + Conference update - Looking for sponsors. Dawn will send a list of businesses for board members to look at and take those they have a relationship with. We approved the bag that will be given at the conference.
  + Scholarship award - This is a bonus to being student of the year. Dawn is having a plaque made for Alejandra. She will also document all procedures for members to follow in coming years to create consistency.
* Jowanda
  + AB277 establishes new stem programs but has stalled. She suggested that we consider creating pathways to support needy communities going forward. It is helpful to the board by establishing contacts with local industries.
* Rhonda
  + Designation - Emails went out for those who are members but have not designated CVHRMA as their local chapter. This email also highlighted the next luncheon event. Rhonda will go through the list and follow up to ensure accuracy in designations. She and Omer will also follow up with those who are designated but have been inactive to try to rekindle their interest.
  + No new members were reported for this period.
* Kathleen
  + Website - Membership may need to be bumped up soon to 600. The cost will go up annually $240 to be a total of $1710. Kathleen asked for approval to be able to do it when the time is right. Dawn motioned to approve and Omer seconded.
  + Board meeting minutes are now being posted on the new site for members to see.
  + Mike is going to get us ads to bring in revenue. There was discussion of the site not being mobile friendly on all devices and Kathleen sent Mike the issues to have them fixed.

## Other Reports

Still waiting on information from San Juaquin for partnership on their events.

## Adjournment

Meeting adjourned at 5:40pm.